

Norman Public Library Board Minutes

May 21, 2012

The Public Library Board of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Quarterly Meeting in Room A/B of the Norman Public Library on the 21st day of May, 2012, at 4:30 p.m., and notice and agenda of the meeting were posted at the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

ITEM 1, being:

ROLL CALL

Present: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

Absent: Member Showman

City Staff Present: Brenda Hall, City Clerk
Terry Floyd, Development Coordinator

Pioneer Staff Present: Anne Masters, Director
Lisa Wells, Assistant Director for Library Services

Library Staff Present: Leslie Tabor, Branch Manager
Judy Day, Information Services Manager
Basha Hartley, Children's Manager
Nancy Rimassa, Computer Training Center Manager

ITEM 2, being:

APPROVAL OF FEBRUARY 27, 2012 MEETING MINUTES

Chairman Rudnick made the motion and member Mauldin seconded to approve tabling the minutes because they have not yet been submitted. The vote was taken with the following results:

YEAH: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

NAY: None

ITEM 3, being:

ANNOUNCEMENTS & UPDATES FROM LIBRARY STAFF

Branch Manager Tabor informed the board of upcoming Summer Reading events including the June 1 kick-off for adults, teens and children; HVAC is almost complete. Circulation is still doing well with its

new 5 Bin Sorter and the department is now printing holds and transit slips on a new receipt printer; this is making processes more efficient.

Information Services Manager Day reiterated the adult summer reading program and passed around bookmarks for the June 7 "Reader's Extravaganza" program.

Computer Training Center Manager Rimassa informed the board the CTC now has 20 new computers and will soon have the Adobe Creative Suite 6 installed. The CTC is also focusing on social networking classes for customers.

Children's Manager Hartley reported on recent programs including Bug Fest, visits from the OU men's and women's gymnastics teams, April's poetry celebration and an outreach presence at Earth Day, Norman Music Festival 5 and I Love My Neighborhood. Staff are wrapping up their Summer Reading Road Show, which has visited 26 area schools.

ITEM 4, being:

UPDATES FROM CITY STAFF REGARDING THE HVAC PROJECT, PLANNED LIGHTING PROJECT AND PLANNED FLOORING PROJECT

City Clerk Hall informed the board that the HVAC project is in the finalizing stage, which includes replacing ceiling tiles, grills and fire alarms. The commissioning phase is completed and the City is pleased with the results. Chairman Rudnick asked the library staff if they are pleased with the results of the project and Tabor responded that temperatures are now consistent and not overly cold or hot. The system also has a digital control that can be accessed from any computer or smart phone and that there are also thermostats that can adjust the temperature up or down by two degrees.

City Clerk Hall informed the board that the lighting project start time depends on the end time of the HVAC project, which has gone longer than anticipated. The City anticipates awarding a contract at the end of June or July with turnaround anticipated to be 60-90 days. All mentioned timelines are fluid.

City Clerk Hall informed the board that the flooring project start time is anticipated to be the beginning of October 2012.

ITEM 5, being:

UPDATES FROM PIONEER STAFF REGARDING THE PIONEER BUILDING

Pioneer Director Masters informed the board that questions regarding Pioneer staff office space are resolved. Pioneer is working with Kaighn & Associates for design. The west side service point in the building is still in the design phase. Follow-up design meetings with the project team, staff and public focus group are on May 22, 2012 and will provide updated design plans based on feedback from April. At this time the service point will be approximately 6,500 square feet and include a coffee shop. A contract for the coffee shop has yet to be awarded.

ITEM 6, being:

DISCUSSION OF EAST SIDE SERVICE AUGMENTATION

Development Coordinator Floyd summarized the concerns of the three Council Members who brought forth the resolution for the May 8, 212 City Council meeting regarding a temporary east side library service point. City staff were tasked with working with Pioneer staff to come up with potential solutions for temporary east side services. After discussion, Pioneer suggested a 24/7 Library “vending machine” to be placed on the east side of Norman; the City and Pioneer staff highlighted several potential locations for the machine, including Irving Recreation Center and Middle School, Fire Station #6, a storefront at 24th and East Lindsey and Reagan Elementary School.

Member Karjala urged the board to remember that the ultimate goal is new main, east side and west side branches and suggested that a temporary service location might distract from that ultimate goal.

Floyd clarified to the board the time constraints on this project and how short turnaround was required.

Member Karjala made the motion and member Wilhite seconded to revise the Library Board agenda to provide a means to make official recommendations for issues. The vote was taken with the following results:

YEAH: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

NAY: None

Chairman Rudnick made the motion and Member Karjala seconded to officially recommend the Irving site to City Council as the temporary east side service point. The vote was taken with the following results:

YEAH: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

NAY: None

ITEM 7, being:

ELECTION OF BOARD OFFICERS

Chairman Rudnick made the motion and member Mauldin seconded to table this item because new members have not yet been appointed. The vote was taken with the following results:

YEAH: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

NAY: None

ITEM 8, being:

ADJOURNMENT

Member Clark made the motion and member Mauldin seconded to adjourn. The vote was taken with the following results:

YEAH: Chairman Rudnick and members Mauldin, Edgar, Clark, Karjala, Rieger, Wilhite and Porter

NAY: None

Passed and approved this _____ of _____, 2012.

Simm Rudnick, Chairperson
